

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Subject: Request for Candidate Review

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your valuable feedback on a candidate we recently interviewed for the [Job Title] position.

Candidate Name: [Candidate's Name]

Interview Date: [Interview Date]

Brief Overview: [Insert brief details about the candidate and their qualifications]

Your insights would be greatly appreciated as we move forward in the decision-making process. Please let me know if you need any additional information.

Thank you for your time and assistance.

Best regards,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]